



Office of Administrative Services  
Freedom of Information Act Office

September 27, 2016

Mr. Jeff Stachewicz  
FOIA Group, INC  
PO Box 368  
Depew, NY 14043

Dear Mr. Stachewicz:

This is in response to your U.S. General Services Administration (GSA) Freedom of Information Act (FOIA) request (GSA-2016-001078 (Formerly GSA-2016-00970)), dated August 31, 2016, in which you requested:

“[a] copy of the following information data fields for the last 9 month time period, relevant to your agency's employee Credit Card Purchase Program for your agency : Specifically we request: 1. All credit card holder (names, address, tel #, email) & their respective transaction data for the last “FY” year in the format as previously provided. To include - (A) Cardholder employee name (Last, MI. First ), Department or Agency, Bureau, Office/Division, agency address (complete mailing), CITY, STATE, ZIP, PHONE, CH PHONE\_EXT; (B) MCC Code, Transaction Date, Transaction Amount; and (C) MERCHANT NAME, ADDRESS, CITY, STATE, ZIP, PHONE.”

GSA is modifying your request to conform with understandings we have reached regarding prior requests. As the last information we sent you was for FY 2015, I shall be sending you information for FY 2016. The size of files containing the information you requested has grown so large that we cannot merge the data in Excel. We are providing you two files, one with data associated with Stock requisition sales and another with GSA Schedule sales.

Regarding the detailed information you requested, we do not have any Merchant Category Codes (MCCs) within any of our ordering systems. To help you identify types of items purchased, we shall be providing SIN information. All other data elements are available for GSA Schedule Contract purchases. For Stock purchases the following data elements are not available: SIN, Contract Number, Vendor, and Vendor Address. As indicated by the column labels for that file, those columns are not present.

The data was sent via FTP to your FTP server on September 21, 2016. It consisted of a two Excel files:

GSA-2016-001078-Stachewicz-Sched-Sales.xlsx containing 614,379 rows.  
GSA-2016-001078-Stachewicz-Req-Sales.xlsx containing 45,727 rows

In processing your request, we withheld the following: Information on purchases made by military, homeland security, or law enforcement activities. These documents are withheld in accordance with FOIA Exemption (b)(7)(E) -- Disclosure would reveal investigative techniques and procedures or guidelines for law enforcement investigations or prosecutions if disclosure could risk circumvention of the law.

Based on the above information, this constitutes a partial denial of your request. You have the right to appeal the denial of the information withheld under FOIA. To do so, you must write within 90 days (February 8, 2017) of your receipt of this letter to:

U.S. General Services Administration  
Freedom of Information Act Office (H1F)  
1800 F Street, NW, Room 7300  
Washington, DC 20405-0001

Your appeal must be in writing and should contain a brief statement of the reason(s) why the withheld information should be released. Please enclose copies of your initial request and a copy of this letter. Both the appeal letter and the envelope should be marked prominently "Freedom of Information Act Appeal".

This completes our action on this request. Should you have any questions, please contact Mr. Philip Russ at (703) 605-9526 or via email at phil.russ@gsa.gov. You may also contact the GSA FOIA Public Liaison, Audrey Brooks, at (202) 205-5912 or by email at audrey.brooks@gsa.gov for any additional assistance and to discuss any aspect of your FOIA request. Additionally, you may contact the Office of Government Information Services (OGIS) at the National Archives and Records Administration to inquire about the FOIA mediation services they offer. The contact information for OGIS is as follows: Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road-OGIS, College Park, Maryland 20740-6001, e-mail at ogis@nara.gov; telephone at (202) 741-5770; toll free at (877) 684-6448; or facsimile at (202) 741-5769.

Sincerely,

*Travis Lewis*

Travis Lewis  
FOIA Program Manager